

Receipts and Payments Account

	12 Months to 31-Dec-13	12 Months to 31-Dec-14	12 Months to 31-Dec-15	12 Months to 31-Dec-16	12 Months to 31-Dec-17
EVENTS					
Jack & Jill	£0	(£148)	£0	£0	£0
Plumpton/CH Relays/Sx XC L Refreshments/WW	£0	£0	£326	£1,194	£2,482
Cross Country	£942	£984	£1,485	£1,321	£698
Athletic Meetings-Crawley	£840	£667	£420	£477	£243
Annual Dinner	£0	£0	(£213)	(£308)	£0
Summer Relays	£85	£131	£197	£19	(£42)
TOTAL RECEIPTS/(PAYMENTS) FROM EVENTS	£1,866	£1,634	£2,215	£2,704	£3,381
GENERAL RECEIPTS					
Interest	£11	£0	£0	£0	£0
Subscriptions	£7,018	£8,970	£8,796	£8,480	£8,007
Joining Fees	£1,281	£1,323	£1,020	£889	£831
EA fee collection	£2,310	£2,444	£2,668	£3,152	£290
Kit Sales	£707	£874	£655	£360	£380
Disco (net)	(£273)	(£348)	(£217)	£0	(£203)
Miscellaneous Receipts	£935	£3,776	£16	£182	(£313)
	£11,989	£17,039	£12,938	£13,063	£8,992
GENERAL PAYMENTS					
Hall/Track Hire	(£4,643)	(£4,098)	(£4,664)	(£5,145)	(£5,970)
Motor Expenses / parkrun / 50th	(£1,300)	£0	(£150)	(£1,552)	£0
Athletic Meetings/Entries	(£923)	(£1,126)	(£185)	(£3)	(£52)
Endurance	(£1,725)	(£1,146)	(£2,216)	(£1,190)	(£1,482)
Affiliations	(£2,927)	(£2,720)	(£3,057)	(£3,754)	(£910)
Coaching	(£539)	(£1,943)	(£430)	(£384)	(£654)
Downs Relays (net)	(£332)	(£300)	(£300)	(£375)	(£300)
Print, Post, Awards etc	(£944)	(£1,045)	(£959)	(£595)	(£728)
Insurance	(£262)	(£262)	(£263)	(£295)	(£349)
Kit Purchases	(£774)	(£2,363)	(£2,588)	(£737)	(£1,748)
Equipment	(£127)	(£1,981)	(£1,273)	(£245)	(£1,682)
Web site (design & hosting)	(£50)	(£60)	(£50)	(£60)	(£62)
	(£14,545)	(£17,044)	(£16,135)	(£14,336)	(£13,937)
NET CASH MOVEMENT FOR PERIOD / YEAR	(£690)	£1,629	(£983)	£1,432	(£1,564)
FUNDS AT START OF PERIOD / YEAR	£20,235	£19,544	£21,173	£20,191	£21,622
FUNDS AT END OF PERIOD	£19,544	£21,173	£20,191	£21,622	£20,058
MINIMUM FUNDS IN YEAR	£19,544	£17,619	£20,187	£18,890	£16,874

Dear Committee Members,

At your request I have undertaken a review of the club accounts for the twelve months ended 31 December 2017 as attached (and no other year).

An examination includes a review of the accounting records kept by the club and a comparison of the accounts presented with those records. It also includes consideration of any unusual items in the accounts and seeking explanations from the committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view'.

As part of my review I have been provided with bank statements, computer-based spreadsheets detailing receipts and payments that have taken place during the year and supporting purchase invoices and receipts.

I have agreed the bank position for the bank accounts totalling £20,058 to the bank statements as at 31 December 2017.

I have agreed a sample of receipts and payments per the spreadsheet to the bank statements and I have found no errors or omissions.

I have agreed a sample of payments for each 'payment' category to the underlying documentation and where tested the records agree to the accounts.

Subscription income does not appear to be materially mis-stated in comparison to the number of members.

The level of information provided to the committee is of a good standard and appropriate to the size of the club finances.

The club accounts appear to agree to the accounting records and information and explanations supplied to me. I have found no reason to doubt their accuracy.

This review and opinion is provided to you in good faith and on the basis that no liability in respect of it shall accrue to the writer.

Yours faithfully,



Kim Lo FCA 19 February 2018